

EAST COCALICO TOWNSHIP BOARD OF SUPERVISORS MEETING AGENDA

HELD AT THE EAST COCALICO MUNICIPAL BUILDING, 100 HILL ROAD, DENVER, PA 17517

THURSDAY, JULY 20, 2017 at 7:30 P.M.

- **MEETING CALLED TO ORDER AT 7:30 P.M.**
- **UGI PRESENTATION: EAST COCALICO HEIGHTS – GET GAS PROJECT**
- **PUBLIC COMMENT (FOR NON-AGENDA ITEMS)**
- **APPROVAL OF MINUTES:**
 - BOARD OF SUPERVISORS MEETING MINUTES: THURSDAY, JULY 6, 2017
- **MS-4 DISCUSSION**
- **POLICE DEPARTMENT:**
 - CONSIDERATION TO ACCEPT THE RETIREMENT LETTER RECEIVED FROM KERRY SWEIGART
 - CONSIDERATION TO ACCEPT THE YARNELL INSTALLATION AGREEMENT FOR THE POLICE DEPARTMENT AREA (ACCESS AND SECURITY UPGRADES)
 - CONSIDERATION TO REPLACE CAR 4 WITH PURCHASE OF NEW SUV AND AUTHORIZE THE CHIEF TO SIGN TITLE PAPERWORK
- **SEWAGE ENFORCEMENT OFFICER**
- **TREASURER'S REPORT**
 - AUTHORIZE LIST OF BILLS
- **SOLICITOR**
- **LAND PLANNING ENGINEER**
- **ZONING OFFICER**
- **TRANSPORTATION ENGINEER**
- **ROADMASTER**
- **SUPERVISORS**
 - 2017-2018 WINTER MUNICIPAL SNOW REMOVAL CONTRACT
 - RESIGNATION OF RECREATION BOARD MEMBER: JIM IRWIN
- **TOWNSHIP MANAGER**
 - MANAGER'S REPORT
 - DENVER ROAD BRIDGE CHANGE ORDER NO. 3
 - DENVER ROAD BRIDGE PAY APPLICATION NO. 5
 - YARNELL INSTALLATION AGREEMENT FOR THE TOWNSHIP MUNICIPAL FIRST FLOOR OFFICES (SECURITY AND FIRE UPGRADES)
- **EXECUTIVE SESSION (IF NEEDED)**
- **ADJOURN**

BOARD OF SUPERVISORS MEETING THURSDAY, JULY 20, 2017

The advertised meeting of the East Cocalico Township Board of Supervisors was called to order on Thursday, July 20, 2017 at 7:30 p.m., held at the East Cocalico Township Municipal Building, 100 Hill Road, Denver, PA 17517.

ATTENDANCE:

Supervisors: Vice Chairman Alan R. Fry and Secretary Noelle B. Fortna

Employees: Township Manager H. Scott Russell, Sergeant Progin, Zoning and Code Enforcement Officer Tony Luongo and Recording Secretary Lisa A. Kashner

Reporters: Alice Hummer of the Ephrata Review and Val Lacis of the Reading Eagle

Visitors*: Daniel Hibshman, Michael Ast, Brian Wise, Ken McCrea, Kenny Minnick, Chad Weaver, Troy Young, Romao Carrasco, Steve Brubaker, and Harvey Achey

*Only visitors who signed in are listed.

Vice Chairman Fry asked everyone in attendance to rise and pledge allegiance to the Flag.

UGI PRESENTATION: EAST COCALICO HEIGHTS – GET GAS PROJECT: Mr. Ast, UGI New Business Sales Representative, discussed the GET Gas Program. The 5-year pilot program will be available to customers: GET Gas customers have the option to pay a monthly surcharge over a 10-year-period to cover costs. Pamphlets were distributed. Mr. Ast highlighted the payment plans available and the buy-back program available to residents for their heating systems when they opt in to the GET Gas Program. Public comment, discussion and questions continued.

PUBLIC COMMENT (NON-AGENDA ITEMS): Nothing to report.

APPROVAL OF MINUTES:

MOTION: Secretary Fortna made a motion, seconded by Vice Chairman Fry, to approve the Thursday, July 6, 2017 Board of Supervisor meeting minutes. Vice Chairman Fry asked if there were any other comments or questions. There were none. Motion carried. (2/0)

MS-4: Mr. Russell stated that the public review is now complete; one written comment was received in reference to farming practices that are occurring in the Township and whether it would be better use of funds to address conservation measures on farms. Mr. Russell highlighted the MS-4 items completed so far for the 2018 permit cycle, stating that the first presentation will be at the August 17th Board of Supervisors meeting and the final approval(s) at the September 7th Board of Supervisors meeting.

POLICE DEPARTMENT: RETIREMENT LETTER

MOTION: Secretary Fortna made a motion, seconded by Vice Chairman Fry, to accept with regrets the retirement letter received from Officer Kerry Sweigart. Vice Chairman Fry asked if there were any other comments or questions. There were none. Motion carried. (2/0)

YARNELL POLICE DEPARTMENT INSTALLATION AGREEMENT

MOTION: Secretary Fortna made a motion, seconded by Vice Chairman Fry, to accept Yarnell Security Systems Installation Agreement and Service Rider dated July 12, 2017 for \$8,383.00 for security access and security upgrades. Vice Chairman Fry asked if there were any other comments or questions. There were none. Motion carried. (2/0)

REPLACEMENT OF VEHICLE

BOARD OF SUPERVISORS MEETING THURSDAY, JULY 20, 2017

MOTION: Vice Chairman Fry made a motion, seconded by Secretary Fortna, to accept the replacement of Police vehicle car #4 with a purchase of a new SUV utilizing COSTARS and authorize Sgt. Chris Progin to sign the title paperwork. Vice Chairman Fry asked if there were any other comments or questions. There were none. Motion carried. (2/0)

SEWAGE ENFORCEMENT OFFICER (SEO): Nothing to report.

TREASURER'S REPORT:

MOTION: Secretary Fortna made a motion, seconded by Vice Chairman Fry, to approve the 7/20/17 list of bills as presented: General Fund \$35,979.39; State Fund \$273,523.04; State Fund/Denver Road Project \$5,406.87. Some bill items were questioned, which the Board of Supervisors explained. Vice Chairman Fry asked if there were any other comments or questions. There were none. Motion carried. (2/0)

SOLICITOR: Nothing to report.

LAND PLANNING ENGINEER: Nothing to report.

ZONING OFFICER: Mr. Luongo highlighted the Zoning Officer's Report for June 2017: 26 applications, 26 permits issued, 11 in review, and 16 for pickup. Certificates of Occupancy: 3. Alarm Ordinance Enforcement: 11 False Alarm Violations. ZONING HEARING BOARD: June: 310 N. Ridge Rd. requests a Special Exception seeking approval to operate a one chair hair salon as a home occupation. July: 521 Harolds Hill requests a Special exception seeking approval to erect ECHO Housing on the property. CODE ENFORCEMENT: (1) 33 N. Reamstown Rd., violation concerning property maintenance and outdoor storage. Follow up: Owner evicted tenants. (2) Mohns Hill Rd., site visits concerning Timber Harvest activity. Follow up: All activity was stopped by Zoning Officer pending LCCD and Township permit approval. OTHER ITEMS: (1) Zoning Officer visited with four property owners concerning possible MS4 projects. (2) 2275 N. Reading Rd., was issued a demolition permit to begin land development. Follow up: Awaiting PennDOT approvals. (3) 620 N. reading Rd., met with owner concerning commercial renovations of existing facility: Follow up: New sign permit issues. Discussions of hooking up to public water. (4) Fishing Creek Park, Letters sent to eight adjacent property owners for encroachment issues noted from a survey. Follow up: Two properties not yet compliant. (5) Scout Hunter Garman installed five nice park benches within the Stoney Park.

TRANSPORTATION ENGINEER: Nothing to report.

ROAD MASTER: To be in attendance at the next meeting for their report.

SUPERVISORS: 2017-2018 WINTER MUNICIPAL SNOW REMOVAL CONTRACT

2017-2018 Winter Municipal Snow Removal Contract: Smokestown Road (SR1055 to SR0897 and Bonview Drive to SR1045), Muddy Creek Road (Kramer Mill Road to Near Leshar Road, Near Leshar Road to Employee Entrance, and Employee Entrance to RT272) for a total of 6.53 miles.

MOTION: Vice Chairman Fry made a motion, seconded by Secretary Fortna, to approve the PennDOT 2017-2018 Winter Municipal Snow Removal Agreement. Vice Chairman Fry asked if there were any other comments or questions. There were none. Motion carried. (2/0)

RESIGNATION OF RECREATION BOARD MEMBER

MOTION: Vice Chairman Fry made a motion, seconded by Secretary Fortna, to accept with regrets the resignation letter received from James Irwin. Vice Chairman Fry asked if there were any other comments or questions. There were none. Motion carried. (2/0)

**BOARD OF SUPERVISORS MEETING
THURSDAY, JULY 20, 2017**

TOWNSHIP MANAGER: Mr. Russell highlighted the 7/6/17 through 7/19/17 Manager's Report: the Denver Road Bridge construction project, the security/fire monitoring system at the Municipal Building, Recreation Board update, pool update, and MS4 update. Discussions and questions continued, which were answered. • Denver Road Bridge Change Order No. 3: Mr. Russell noted that the Denver Road Bridge is on schedule and is over 50% complete. Mr. Russell noted that during construction it was discovered that an Artesian Spring was unearthed causing the grouted tiebacks, that were temporary shoring the bridge, failed. The contractor located the limits of the spring, added additional ties, over excavated the area and installed concrete deadmen. Rettew recommends payment of the change order.

MOTION: Vice Chairman Fry made a motion, seconded by Secretary Fortna, to approve Change Order No. 3 for Flyway Excavating for the Denver Road Bridge Project in the amount of \$15,752.00. Vice Chairman Fry asked if there were any comments or questions. There were none. Motion carried. (2/0)

Denver Road Bridge Payment Application No. 5: Contractor Flyway Excavating. Rettew reviewed and recommends approval of payment.

MOTION: Secretary Fortna made a motion, seconded by Vice Chairman Fry, to approve Payment Application No. 5 for Flyway excavating for the Denver Road Bridge Project in the amount of \$92,610.00. Vice Chairman Fry asked if there were any comments or questions. There were none. Motion carried. (2/0)

Township Security and Fire Upgrades by Yarnell: For Township Municipal Building

MOTION: Vice Chairman Fry made a motion, seconded by Secretary Fortna, to hire Yarnell to install building-wide fire monitoring services and first floor security services for the estimated installation amount of \$6,314.00 and to enter into an annual inspection and monitoring contract in the amount of \$720.00. Vice Chairman Fry asked if there were any comments or questions. There were none. Motion carried. (2/0)

EXECUTIVE SESSION: There being no further business, the Board recessed at 8:49pm, then went into Executive Session at 8:54pm for the purposes of discussion of personnel matters.

MOTION: Vice Chairman Fry made a motion, seconded by Secretary Fortna, to approve the Police Chief to start the hiring process of a new officer. Vice Chairman Fry asked if there were any comments or questions. There were none. Motion carried. (2/0)

ADJOURN:

MOTION: There being no further business to come before the Board, Secretary Fortna made a motion seconded by Vice Chairman Fry to adjourn the meeting at 9:25 p.m. Vice Chairman Fry asked if there were any questions. There were none. Motion carried. (2/0)

Respectfully submitted,

Noelle B. Fortna, Board of Supervisors Secretary